

## Schedule of Executive Decisions

Wyre Borough Council's Schedule of Executive Decisions lists the “**key decisions**” that we expect the Council's Executive (the Cabinet and individual Portfolio Holders) to take over the coming months and any decisions that they will take **in private** because they will be discussing **confidential** or **exempt information**.

Details of all such decisions are published on the Schedule at least 28 days before the decision is due to be taken, as required by the Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012. Where it is not possible to give 28 days' notice of a key decision that is to be made or a decision that must be taken in private, Cabinet or the Portfolio Holder will publish the reason(s) why.

In the spirit of open government, we may also include other upcoming executive decisions that do not require 28 days' notice in this Schedule.

If you want further details about any of the impending executive decisions or if you wish to make representations to the decision maker before the decision is taken, you will find the name and details of the council officer that you need to contact in the right-hand column.

### What is a “key decision”?

A key decision is an executive decision that is likely to result in “*significant expenditure or savings in relation to the council's budget for the service or function to which the decision relates*” (“significant” has been defined as £100,000 or more) and/or likely to be “*significant in terms of its effects on communities living or working in an area comprising of two or more wards of the borough*”.

### What is confidential or exempt information?

**Confidential information** is any information that the council is *not permitted* to disclose to the public for legal reasons.

**Exempt information** includes things like information about a person or information that could reveal an individual's identity. It can also include details of consultations or negotiations that relate to labour relations and information connected with the prevention and detection of crime. All the different categories of exempt information are described in Part 4.02 of the council's Constitution and Cabinet *may decide* to exclude the public from meetings if it is likely that exempt information would be disclosed.

For any other information about the Schedule of Decisions or to make representations for a decision that we anticipate will be taken in private to be considered in public, e-mail [duncan.jowitt@wyre.gov.uk](mailto:duncan.jowitt@wyre.gov.uk) or write to Democratic Services, Civic Centre, Breck Road, Poulton-Le-Fylde FY6 7PU.

### The members of the Cabinet and their portfolios are

Cllr David Henderson *Leader of the Council*

Cllr Alan Vincent *Resources and Deputy Leader*

Cllr Roger Berry *Neighbourhood Services and Community Safety*

Cllr Lynn Bowen *Leisure, Health and Community Engagement*

Cllr Simon Bridge *Street Scene, Parks and Open Spaces*

Cllr Michael Vincent *Planning and Economic Development*

The areas of responsibility within each portfolio at the date of publication are listed in full in Part 3.03 of the council's Constitution

<b>Cabinet decisions</b>						
<b>Subject</b>	<b>Decision needed</b>	<b>Expected date of decision</b>	<b>Proposed consultation</b>	<b>Open/exempt?</b>	<b>First placed on schedule</b>	<b>Contact officer</b>
Local Government Ombudsman Annual Review (annual report)	To consider the Annual Review letter from the Local Government Ombudsman.	Before 30 Sep 2020	None	Open	27 September 2019	Joanne Porter Electoral Services and Information Governance Manager Tel: 01253 887503 Email: joanne.porter@wyre.gov.uk
Medium Term Financial Plan (annual report)	To consider the council's Medium Term Financial Plan for the next 3 years.	21 Oct 2020	None	Open	5 December 2019	Clare James Corporate Director Resources and Section 151 Officer Tel: 01253 887308 Email: Clare.James@wyre.gov.uk
Cost Profiles – benchmarking results (annual report)	To consider the findings of the annual benchmarking study.	21 Oct 2020	None	Open	5 December 2019	Clare James Corporate Director Resources and Section 151 Officer Tel: 01253 887308 Email: Clare.James@wyre.gov.uk
Authorities Monitoring Report (annual report)	To approve the Authorities Monitoring Report.	2 Dec 2020	None	Open	5 December 2019	George Briscoe Monitoring and Research Technical Officer Tel: 01253 887302 Email: george.briscoe@wyre.gov.uk
Capital Programme Review and Monitoring Report (annual report)	To consider the summary of the spending officers' review of the Capital Budget and its impact on the Capital Programme.	13 Jan 2021	None	Open	16 January 2020	Clare James Corporate Director Resources and Section 151 Officer Tel: 01253 887308 Email: Clare.James@wyre.gov.uk

Treasury Management Policy Statement and Practices, Treasury Management and Annual Investment Strategy, Minimum Revenue Provision Policy Statement and Capital Strategy 2019/20 (annual report)	To approve the policy statements and agree the strategy.	March 2021	None	Open	10 May 2018	Joanne McCaffery Senior Account Manager, Finance Tel: 01253 887312 Email: joanne.mccaffery@wyre.gov.uk
Asset Disposals	To agree the declaration of assets as surplus to requirements, maximise commercial opportunities and improve the return from all our assets	Before 31 Dec 2030	None	Open	5 December 2019	Maria Blundy Head of Built Environment Tel: 01253 887246 Email: maria.blundy@wyre.gov.uk
<b>Decisions to be taken by more than one portfolio holder</b>						
<b>Subject</b>	<b>Decision needed</b>	<b>Expected date of decision</b>	<b>Proposed consultation</b>	<b>Open/exempt?</b>	<b>First placed on schedule</b>	<b>Contact officer</b>
Fees and charges (annual report)	To determine charges or fees for any relevant services operated within the portfolio	Before 20 Dec 2020	Overview and Scrutiny Committee	Open	10 May 2018	Clare James Corporate Director Resources and Section 151 Officer Tel: 01253 887308 Email: Clare.James@wyre.gov.uk

<b>Individual Portfolio Holder decisions</b>						
<b>Subject</b>	<b>Decision needed</b>	<b>Expected date of decision</b>	<b>Proposed consultation</b>	<b>Open/exempt?</b>	<b>First placed on schedule</b>	<b>Contact officer</b>
Investment in the Civic Centre network infrastructure / upgrade to wi-fi	To approve the upgrade and investment in the Civic Centre network	Before 30 Jun 2020	None	Open	18 February 2020	Steve Simpson Head of ICT Tel: 01253 887417 Email: steve.simpson@wyre.gov.uk
Statement of Community Involvement	To approve the draft Statement of Community Involvement for public consultation.	Before 30 Jun 2020	None	Open	18 April 2019	Fiona Riley Planning Officer Tel: 01253 887235 Email: fiona.riley@wyre.gov.uk
On-site Green Infrastructure Contributions	To endorse the methodology used for the calculation of off-site Green Infrastructure provision as part of housing developments.	Before 31 Jul 2020	None	Open	30 April 2019	Len Harris Senior Planning Officer Tel: 01253 887231 Email: len.harris@wyre.gov.uk
Write Offs - Irrecoverable Debts	The reporting of Council Tax write-offs.	Before 31 Dec 2020	None.	Open	4 March 2020	Andrew Robinson Compliance Manager Tel: 01253 887536 Email: andrew.robinson@wyre.gov.uk
Cash Receipting System Phase 2 Upgrade	To seek approval for phase 2 elements referred to in the 2018 report.	Before 31 Dec 2020	None	Open	15 February 2019	Clare James Corporate Director Resources and Section 151 Officer Tel: 01253 887308 Email: Clare.James@wyre.gov.uk

Repairs to various buildings	To approve the costs of urgent repairs to various buildings funded from the capital receipts.	Before 31 Dec 2030	As appropriate.	Open	23 October 2019	Maria Blundy Head of Built Environment Tel: 01253 887246 Email: maria.blundy@wyre.gov.uk
Asset Disposals	To declare assets as surplus to requirements, maximise commercial opportunities and improve the return from all our assets	Before 31 Dec 2030	None	Open	5 December 2019	Maria Blundy Head of Built Environment Tel: 01253 887246 Email: maria.blundy@wyre.gov.uk
<b>Decisions by Council Officers</b>						
<b>Subject</b>	<b>Decision needed</b>	<b>Expected date of decision</b>	<b>Proposed consultation</b>	<b>Open/exempt?</b>	<b>First placed on schedule</b>	<b>Contact officer</b>
Property Investments	To approve investment in commercial properties up to £1,000,000 in consultation with the Resources Portfolio Holder and to make recommendations for any commercial property investments over £1,000,000 to Cabinet.	Before 30 Apr 2023	As appropriate.	Part exempt	8 November 2019	Philip Gunson Senior Estates Surveyor Tel: 01253 887219 Email: philip.gunson@wyre.gov.uk